



Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director – dmcclanahan@haverhillma.gov

Christina Carrie, HR Technician – ccarrie@haverhillma.gov

John DeLrosso, HR Technician- idelrosso@haverhillma.gov

Bridget Panniello- Head Clerk/Floater- bpanniello@haverhillma.gov

March 9, 2026

JOB # 2026-15

PLEASE POST ANTICIPATED OPENING

POSITION: **Fleet Mechanic
Fire Safety Services**

HOURS OF WORK: **To Be Determined**

SALARY: **\$1,029.72-\$1292.43 per week* Please see back.
(According to Fire Union Group salary scale)**

SUMMARY:

The City of Haverhill Fire Department Fleet Maintenance Division is seeking a dedicated candidate who is fully committed to their role, as our team functions as first responders for the city's Fire Department. The individual will be responsible for maintaining fire apparatus and ensuring they remain fully operational. A positive attitude, a strong commitment to the job and a passion for supporting our emergency services are essential for this position.

SUPERVISION RECEIVED:

The Fleet Mechanic would report to the Master Mechanic, Chief, Assistant Chief or other members of the Fire Department senior staff.

KEY RESPONSIBILITIES:

The main function of this position is to assure that apparatus, support vehicles and equipment are in good working order and are ready to respond at all times. This position has the proficiency to repair, overhaul, adjust gasoline and diesel engines, the engine driven components in the vehicles and all other vehicle equipment and systems. The position requires awareness of hazards associated with heavy equipment maintenance. The candidate will always work safely and maintain a safe working environment. It may be necessary to attend outside schools or attend courses both in person or remotely. The Fleet Mechanic assists the operations and training divisions of the Fire Department to maintain safe operational readiness of all apparatus and support vehicles. This position is required to repair apparatus and be a resource to firefighters during normal and emergency operations as well in the shop. The Fleet Mechanic will document all work performed and keep comprehensive records for all apparatus and department vehicles. The Fleet Mechanic awarded this position is expected to be self-motivated and able to work proactively with minimum supervision and direction.

The Fleet Mechanic will follow all common and approved industry safety practices and ensure that these practices are followed at all times while working at the shop or in the field. This will include the use of proper approved protective equipment for the eyes, ears, fingers and other bodily parts. The Fleet Mechanic will ensure that all shop equipment is used properly taking full advantage of all provided safety mechanisms.

The duties listed above are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to the position.

(OVER) 



Haverhill

Human Resources Department, Room 306

Phone: (978) 374-2357 Fax: (978) 374-2343

Denise McClanahan, HR Director – dmcclanahan@haverhillma.gov

Christina Carrie, HR Technician – ccarrie@haverhillma.gov

John DeRosso, HR Technician- idelrosso@haverhillma.gov

Bridget Panniello- Head Clerk/Floater- bpanniello@haverhillma.gov

QUALIFICATIONS, REQUIREMENTS, LICENSING, KNOWLEDGE, ABILITIES:

- Minimum three (3) years' experience working proficiently as a diesel and gasoline mechanic
- Massachusetts Class B Driver's license with a DOT medical certificate and air brake and tank endorsements or within 6 months of hire
- DOT air brake certified as required by 49 CFR 396.19 or the ability to become certified
- EPA air conditioning certification or within 6 months of hire
- Hot Works certification or within 6 months of hire

Experience with hydraulic and air brakes. Experience using computer based diagnostic programs: Cummins Insite, Cat ET, Allison DOC, Detroit Diesel Diagnostic Link. Experience working on diesel and gasoline engines, hydraulics, fire pumps, valves and generators. Experience with diesel emission systems. Experience working on Allison Transmissions. Proficiency working with a computer, Outlook, Word, Excel, etc. Experience troubleshooting and repairing CAN network and electrical systems with the ability to read and understand electrical schematics.

Experience in welding and fabrication. Experience using an oxygen and acetylene torch. Knowledge of the safety hazards and precautions common to municipal maintenance and repair activities. Knowledge of practices, methods, materials and tools used in modern equipment maintenance. Knowledge and ability to use PPE (personal protective equipment).

Skilled in the use of various tools and equipment necessary to complete the assigned maintenance tasks. Ability to carry out assigned projects to their completion. Ability to effectively communicate verbally and in writing. Ability to establish and maintain effective working relationships with employees, supervisors, vendors and the public. Ability to adapt to technology (software and hardware).

Ability to perform snow plowing of all fire department property. Ability to inform supervisor of availability after regular work hours and maintain communications to ensure timely response for requests for after hours assistance. Ability to respond after hours for snow plowing, fire incidents or other emergency calls for equipment related support. Ability to work overtime as needed. Ability to coordinate with outside vendors and oversee annual tests of fire pumps, ground ladders and aerials. Ability to maintain a professional workspace and oversight of shop safety. Ability to provide guidance and instruction to fire department personnel on the proper operation of vehicles and equipment to reduce breakdowns and premature mechanical failures

* Weekly salary +additional contractual pay items which include: shift differential, day stipend, Haz Mat stipend, uniform allowance and holiday pay. Benefits package also includes vacation, sick and personal time, retirement plan and health/wellness benefits.

CLOSING DATE: OPEN UNTIL FILLED

APPLICATION IS AVAILABLE ONLINE AT:

<https://www.haverhillma.gov/government/job-opportunities/>

Application can be saved and sent as attachment when applying online. Cover letter, application and resume should be sent to: CITY OF HAVERHILL HR DEPARTMENT AT HRD@HAVERHILLMA.GOV